

micro-will

micro-will



QUALITY MICROFILM
SERVICES
BY

micro-will

THE HANDICAPPED
NEED BUSINESS
OPPORTUNITIES

AND

IT'S GOOD BUSINESS
TO EMPLOY THE
HANDICAPPED

A Business Operated
By And For
The Handicapped

Located At:
Davis Memorial
Goodwill Industries, Inc.
1218 New Hampshire Avenue, N.W.
Washington, D.C.
Phone: 337-2775

Printed By The Handicapped At
Davis Memorial Goodwill Industries

Graphics And Layout Assistance By
Davis Memorial Goodwill Industries

PURPOSE

MICRO-WILL was formed for the following purposes:

- To train the handicapped to assume full-time competitive employment
- To provide work for those handicapped individuals who are incapable of functioning in a competitive environment
- To provide, on a self-sustaining basis, quality microfilm services to government and industry

PHILOSOPHY

MICRO-WILL is operated by Davis Memorial Goodwill Industries (a non-profit organization) on the philosophy that the handicapped can become productive employees in the newer technologies if provided with the opportunity. MICRO-WILL has been established as a self-sustaining organization which provides training and working opportunities for the handicapped by offering microfilm services to meet industry's needs. The contract work obtained will be performed by the handicapped and all proceeds will be devoted to employment opportunities for them.

IT'S GOOD BUSINESS
TO EMPLOY THE
HANDICAPPED

Approved For Release 2002/05/08 : CIA-RDP75-00163R000100060054-3



MICRO-WILL offers quality microfilming services to government and industry with special emphasis on:

- RIGID QUALITY CONTROL
- ARCHIVAL SPECIFICATIONS
- COMPETITIVE PRICES
- FAST, PERSONALIZED SERVICE
- PICKUP & DELIVERY
- CUSTOMER PREMISE FILMING AVAILABLE
- SMALL & LARGE CONTRACTS

QUALITY SERVICES OFFERED BY MICRO-WILL WITH SATISFACTION GUARANTEED

MICROFILMING

- ROTARY MICROFILMING
High speed filming of documents from checks to 11" x 17" sizes.

- PLANETARY MICROFILMING
Customizing film of flat or bound documents of variable sizes up to 12" x 15". Larger sizes possible.
- FILM PROCESSING
16mm or 35mm film
Rigid quality control
- DIAZO DUPLICATING
Copies of 35mm or 16mm film

ASSOCIATED SERVICES

- CARTRIDGE LOADING
Insert processed film into magazines
- CARTRIDGE UNLOADING
Remove film and return cartridges for customer re-use
- MICRO-THIN JACKETS
Insert film in micro-thin jackets
- APERTURE CARD MOUNTING
Mount processed film on data processing cards
- DOCUMENT PREPARATION
- PICKUP AND DELIVERY

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FEE SCHEDULE FOR MICROFILMING SERVICES
PHOTOGRAPHIC SERVICES

<u>EQUIPMENT</u>	<u>FILM</u>	<u>REDUCTION RATIO</u>	<u>W/O CARTRIDGES</u>	<u>W/ CARTRIDGES</u>
<u>ROTARY - 3x5</u>				
Regular	16mm	24:1	\$ 6.50/1000	\$ 7.00/1000
Duplex	16mm	40:1	6.50/1000	7.00/1000
Duo	16mm	40:1	6.50/1000	7.00/1000
Card records must be camera ready (i.e., in good condition, of uniform size and thickness, and of one color, and not stapled or fastened together).				
<u>ROTARY - 8½x11 to 11x17</u>				
Regular	16mm	24:1	\$11.00/1000	\$11.75/1000
Duplex	16mm	40:1	11.00/1000	11.75/1000
Duo	16mm	40:1	11.00/1000	11.75/1000
<u>ROTARY - 12x Any Length</u> (To Be Computed Individually)				
<u>ROTARY PORTABLE - 8½x11</u>				
In-House	16mm	20:1	\$13.00/1000	\$14.00/1000
Outside	16mm	20:1	16.00/1000	17.00/1000
<u>ROTARY PORTABLE - 8½x14 to 11x17</u>				
In-House	16mm	20:1	\$14.00/1000	\$15.00/1000
Outside	16mm	20:1	17.00/1000	18.00/1000
<u>ROTARY PORTABLE - 12x Any Length</u> (To Be Computed Individually)				
<u>PLANETARY</u>				
8½x11	16mm	22:1	\$14.00/1000	\$14.75/1000
12x15	16mm	27:1	14.00/1000	14.75/1000

FEE SCHEDULE

ASSOCIATED SERVICES

DUPLICATING

16mm	W/O Cartridge	\$ 2.50/Roll (100 ft.)
16mm	W/ Cartridge	4.00/Roll (100 ft.)
35mm	W/O Cartridge	3.25/Roll (100 ft.)
35mm	W/ Cartridge	4.75/Roll (100 ft.)

PROCESSING - 16mm or 35mm

W/O Cartridge	\$ 1.60/Roll (100 ft.)
w/ Cartridge	3.00/Roll (100 ft.)

PREPARATION CHARGES

\$ 4.75/Hour

CARTRIDGE LOADING (MAGAZINES)

1.75 \$ 1.50/Cartridge

CARTRIDGE UNLOADING (MAGAZINES)

\$ 0.05/Cartridge

MICRO-THIN JACKETS

		<u>W/ JACKETS</u>	<u>W/O JACKETS</u>
3x5 (3 rows)	16mm	\$ 0.25/Jacket	\$ 0.15/Jacket
4x6	16mm	0.35/Jacket	0.15/Jacket

APERTURE CARD MOUNTING

With Film and Cards Provided	\$ 0.06/Card
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PICKUP AND DELIVERY

1.75 per stop

Prices shown are for single order contracts.
Individual quotations are available for quantity contracts.

Prices are subject to change without notice.

ALL DOCUMENTS MUST BE CAMERA READY, OTHERWISE SUBJECT TO PREPARATION CHARGE

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED		CONFIDENTIAL	
CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	Microfilm Round Table Participants	10-28-70	<i>[Signature]</i>
2			
3			
4			
5			
6			
ACTION		DIRECT REPLY	PREPARE REPLY
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
CONCURRENCE		INFORMATION	SIGNATURE
Remarks: For your information. "Goodwill Industries" will be do microfilming under contract. The prices may interest you, when related to our discussions. They charge 1.4 cents per image plus other service and supply costs.			
FOLD HERE TO RETURN TO SENDER			
FROM NAME ADDRESS AND PHONE NO.			DATE
Chairman, Records Management Board			10-27-70
UNCLASSIFIED		CONFIDENTIAL	SECRET

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